

COMMISSIONERS APPROVAL

CHILCOTT 

LUND 

THOMPSON 

TAYLOR (Clerk & Recorder)

Date.....February 23, 2005

Members Present.....Commissioner Greg Chilcott,  
Commissioner Betty Lund and Commissioner Alan Thompson

Minutes: Glenda Wiles

The Board attended a Department Head meeting that was facilitated by Information Services Director Dwain Erhart. Issues of discussion included the following.

- County Letterhead – David Ohnstad brought this issue up due to the fact that many offices utilize their own letterhead, while others are utilizing the letterhead logo that the Information Services Department developed. Glenda also noted there are more than several reams of the old letterhead left over that many offices are still utilizing. Commissioner Lund stated she has the Ravalli County logo that was developed for the second floor of the Administrative Center on a disk. She stated she will get a copy of the disk and or the picture to Dwain in order to determine if that logo can be utilized for county letterhead. The logo will be put out for everyone's comments prior to adopting it for the official letterhead.
- Web site – Dwain stated there are some issues coming up that need to be addressed. The email addresses need to be changed to mt.gov as per a federal requirement. The .us domain will now be available to more users, so the mt.gov will be required for any county that obtains federal grants. The I.S. Department will also be moving their domain this weekend in order to install a new email server.

Dwain also discussed the new web server that will allow each department to update and manage their own web page through a program called 'Contribute'. Dwain stated he has had to put this issue on hold due to some other issues they have to deal with. If a department wants any changes, they must email the changes to the Webmaster. They hope to have this ready for the upcoming budget year.

Another issue the I.S. Department is dealing with is 'spy ware'. This is malicious advertising that will run in the back ground while you are on the web. It will do strange things with passwords etc., so until he solves this problem with some software protection, he asked that employees not utilize credit cards, social security numbers or anything personal. Dwain stated the 'spy ware' is actually

worse than a virus. They have had to strip several computers down and reload them. This is taking his staff an incredible amount of time and it is putting them behind. Dwain suggested everyone curb the Internet usage until this is worked out, particularly online shopping. The 'spy' sweep software is around \$8,000.00 and currently they do not have the money to purchase this. However each office can purchase individual 'spy' sweep software and not wait for his office to purchase the whole package to serve all of the computers. Dwain also noted that there is some money in the Bio-Terrorism Grant and he is working with Public Health Nurse Judy Griffin to see if any of that money can be utilized for the software. Charmel Owens stated she understood there is no contingency for this grant money as it protects the county computers. Skip stated they would need to visit with the grant provider and make sure this money can be utilized for this software. Charmel stated both she and Dwain would visit with the grantor and move forward on taking care of all of the county computers rather than individual offices buying their own software.

- Discussion of phones at Courthouse. Glenda needs the list of all of the office and department phones. List them as extensions and type of phone.
- Interoffice mail – Nedra stated the interoffice mail needs to go into the interoffice mail slot rather than in the departments own mail slot as Towne Mailer is picking it up.
- Health update – Charmel stated they have given vaccinations to most employees. If you get sick, see your Doctor for anti viral medication, as it will lesson the amount of time you will be out. Skip gave an update on the air quality and the use of the ozone air machines which is not allowed in offices with people. An evaluation of the air will be done in the Treasurers Office today.
- The next department head meeting will be March 16th and Nedra will facilitate this meeting.

In other business the Board met with Lori Roderick of Youth Detention. Lori relayed the City Building Inspector, Dale Fowler and the Fire Inspector reviewed the Fire Sprinkler System, which is functioning fine. Dale had placed a stop work order on this project only to find out that after the fire inspector made his review, the stop order was lifted. She stated the walls would be installed next week. She also learned there must be a door to the storage room but it does not have to be a firewall door. Hopefully they can utilize one of the restroom doors. They also have to purchase a toilet which is non-tamper proof and the cost of that will be approximately \$1,000.00. Therefore, she is asking for an additional amount of money for the door framing and new toilet.

Another issue is that the state requires the long term holding facility personnel to wear uniforms. She had hoped to handle this at budget time but the state indicated the uniforms should be purchased prior to that time. She is looking at white polo shirts and black pants for everyone with a Ravalli County Youth Detention Logo on the shirts. She stated the costs would be approximately \$2,000.00. She will check with other detention offices and see if she can tag onto their discounts because most wear the white shirt and black pants.

Lori is going to Florida next month for some training. Carol Stratemeyer of the Youth Court will be paying for this trip. Lori stated without that money from Carol she would not be able to attend this training.

In other business, the Board met with Greg Jackson of MACo and the Insurance Agent of Record, Fred Thomas, for a review of the county insurance. Also present was Civil Council James McCubbin. The Commissioners reviewed the audit reports, the loss experience ratios, the JPIA liability manuscript/revisions and property coverage for the 2005-06 JPIA renewals. Commissioner Lund made a motion to accept the statement of value and application for insurance renewal with MACo/JPIA. Commissioner Thompson seconded the motion and all voted "aye". The Board also reviewed the county facility use, the volunteer coverage and claims administration.

In other business, the Board addressed the request for extension on the Wildflower Subdivision proposed by Chip Pigman of Bitterroot Land Co., LLC. It was noted that a letter from Mr. Pigman and Applebury Survey was received within the proper time period for this 12-month extension. Also present was Planner Jessica Hennell and Civil Counsel James McCubbin and citizen's Dana Green, Curtiss Cook and Tori Nobles. Jessica stated the planning staff agrees that this extension can be given as it follows the subdivision regulations as cited in the Memorandum from Planning. James stated the recommendation of the extension should be given, particularly in light of the pending litigation, which is not through the fault of the developer. Commissioner Thompson made a motion to grant this 12-month extension. Commissioner Chilcott seconded the motion and all voted "aye". Commissioner Lund was absent for this meeting.

The Board met with U.S. Forest Service Supervisor Dave Bull for an update on forest issues.

In other business the Board addressed various administrative issues that included the following.

Commissioner Lund made a motion to accept the Johnson Control contract for the automatic temperature control and air conditioning at the courthouse for a 3-year period of time at the fixed annual rates of:

3/1/05 through 2/28/06 - \$24,479.00

3/1/06 through 2/28/07 - \$25,432.00

3/1/07 through 2/28/08 - \$26,449.00

Commissioner Thompson seconded the motion and all voted "aye".

Commissioner Thompson made a motion to execute the Quit Claim Deed for the property at the 'S' Curves on Eastside Highway. The Corvallis Rural Fire District purchased this property by previous approval of the Commissioners in 2004 by payment of a check of \$1,000.00 on November 18, 2004. Commissioner Lund seconded the motion and all voted "aye".

Administrative Officer Skip Rosenthal presented several Employee Action Forms for the Commissioner's signature.

The Board met with Human Resource Director Jim Morton relative to a letter of support for the HOME funds for the home rehabilitation loan program serving low and moderate-income families in Ravalli, Missoula and Mineral Counties. Jim also requested a letter of appointment of Patty West to the Ravalli County Program Council and a letter to the Town of Stevensville supporting the purchase of the Burnt Fork Manor Apartment by the Human Resource Council. Commissioner Thompson made a motion to have the Board of County Commissioners sign all three of these letters. Commissioner Betty Lund seconded the motion and all voted "aye".

The Board also met with Real Estate Agent Cheryl Smith of Lambrose Realty relative to the sale of county property on West Fork Road and Rye Creek (Stone House) Road. This property was listed with Cheryl because no members of the public bid on these properties during a previous public auction. Cheryl stated they found access to the Rye Creek property (Stone House) from Dug Out Road. This property has now been placed on MLS (multiple listing). She has contacted the neighbors, and found Mr. Stringer, who currently resides in Florida, to be interested in this property. Mr. Stringer's property borders the county property and he indicated he is interested in purchasing this property in the amount of \$20,000.00. Mr. Stringer offered \$5,000.00 in earnest money. Cheryl stated the Stringer's appear to be viable purchasers and they are willing to take the property 'as is' and submitted a buy sell agreement.

Commissioner Lund indicated there is some interest from the C&B Ranch to trade this property for some easement and removal of rock on Rye Creek Road. She stated the Commissioners need to review this proposal along with Road Supervisor David Ohnstad. Commissioner Chilcott stated the road improvement should stand on its' own because the removal of the rock outcroppings and crushing of the rock for road base benefits them directly. Cheryl stated she called C&B Ranch to see if they had any interest in purchasing this property, which is what started their discussion of the rock issue. She stated the county now has a potential buyer so they need to review the buy sell on its own merit.

Commissioner Lund noted the county should prepare a Quit Claim Deed rather than a Warranty Deed as stated in the Buy Sell agreement.

Another neighboring property owner, Mr. Hinckley indicated he is not sure that he is interested in purchasing this property, but he has access from Stone House Road, which is a much easier access.

In regard to the property on West Fork Road, Cheryl finds that it does not have any access. Cheryl stated the neighboring property owner, Ms. Haskell, lives in Texas and she will advise her that this property is listed for sale. This property does have power due to another neighbor having power lines constructed through the county property.

Commissioner Lund made a motion to continue this meeting until Friday the 25<sup>th</sup> at 8:30 a.m. in order to continue the discussion and decision for these tax deed properties.

In other business the Commissioners made a site visit to Falcon and Hidden Canyon Estates Subdivision.